

July 1, 1999

CLASS SPECIFICATION

SAN DIEGO CITY CIVIL SERVICE COMMISSION

WASTEWATER OPERATIONS SUPERVISOR

DEFINITION:

Under direction, to supervise a crew responsible for the operation of wastewater treatment or pump station equipment on an assigned shift; and to perform related work.

*** EXAMPLES OF DUTIES:**

- Assigns, instructs and supervises the work of a crew of operators at a wastewater treatment plant or pump station;
- Interprets chemical tests and adjusts feeding rates for effective wastewater treatment;
- Reads or supervises the reading of meters and gauges;
- Records readings and makes required reports;
- Coordinates operation schedules with major repair requirements;
- Schedules regular and special cleaning and painting of equipment and buildings;
- Maintains equipment and operating logs;
- Prepares required reports and keeps employee records;
- Ensures adherence to plant safety procedures;
- Trains, evaluates and rates the work performance of subordinates.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

Possession of a Grade III or higher Waste Water Treatment Plant Operator's Certificate issued by the State of California Water Resources Control Board. Possession of a valid California Class C Driver's License.

- * **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.